

GRANTS & EVENT SPONSORSHIP

ADMINISTRATION POLICY #9

RATIONAL:

The Municipality of Russell Binscarth receives numerous requests for funding contributions on an annual basis. Some requests are ongoing while others are single events. In order to fairly deal with all requests the following policy has been adopted.

DEFINITIONS:

- *Grants* are annual requests usually on an ongoing basis intended to support a local group or facility. The grant will be based on an agreement or motion, identifying the level of funding (ie operational +/-or capital)
- *Sponsorship* – is a request usually on a “one off” basis, although the request may be made every year, intended to support an individual or event.

PROVISIONS:

- I. In order for Council to consider a request for funding it must be in writing containing the following information at a minimum:
 - The event must be “not for profit” or benefit a “not for profit” community group
 - Submit a completed Municipality of Russell Binscarth Funding Application.
 - Provide a plan of how the Municipality will be recognized for its contribution to the request. The Municipality must receive recognition of their support in the event (i.e. a blanket donation is unacceptable however the purchase of advertising space is acceptable).
 - The Council of the Municipality of Russell Binscarth may consider a blanket donation to an event which is extraordinary in nature due to its profile outside of the community or the level of impact it will have within the community.



II. The process to deal with each request is as follows:

- The Grants & Sponsorship Committee (“2” Councillors and “1” Staff) will review all completed applications and then make a recommendation to the Municipality of Russell Binscarth Council; as well as ensure the project follow up is submitted as per the Funding Application requirements.

III. The following is to be used to determine support levels for sponsorship:

- Given limited budgets local events, teams and individuals are the priority of Council.
- Individuals from within the Municipality - Maximum \$500
 - outside the Municipality - Maximum \$200
- Teams from within the Municipality - Maximum \$1000
 - outside the Municipality - Maximum \$250
- Events from:
 - within the municipality - Maximum \$5000
 - outside the municipality - Maximum \$1000

Administration Grants & Sponsorship Committee is to provide Council with a detailed list of all grants paid to Council annually.

ADOPTED: July 14th, 2015

AMENDED: September 24th, 2019